

**New Hampshire Child Care Advisory Council  
September 16, 2005**

**Present:** Tessa McDonnell, GSC/USNH; Margaret Leitch Copeland, DCYF, Child Development Bureau; Jackie Cowell, ELNH Sandwich Children's Center; Jeanne Agri, NH Head Start Directors Assoc.; Suzanne Regan, Easter Seals R&R; Kristin Booth, Easter Seals NH; Representative Mary Stuart Gile; Wendy Kessler, DHHS-Child Care Licensing; Brooke Stebbins, DHHS; Lara Quiroga, VNA Child Care & Family Resource Center; Rachel Kelly, CFS; Bob Spiegelman, Business Representative; Deirdre O'Hare, NHCCR&R; Gale Hall, NHTI; Nancy Pyncheon, Easter Seals R&R Manchester; Chris Lister, Child Care Services Office/City of Nashua; Carol Michael, Sandwich Children's Center/ELNH; Janine Lesser, TANF Unit/Division of Family Assistance; Laura Jackson Gaudette, NHDOE Bureau Nutrition Programs & Services; Baerbel Wills, DCYF Child Development Bureau; Carolyn Stiles, BDS Family-Centered Early Support & Services; Christina Ericson, VNA Child Care & Family Resource Center; Joe Perry, DHHS-Bureau of Behavioral Health; Debra Bourassa, Four Pines Child Care- Family Child Care

**Regrets:** Joan Izen, PTAN/SERESC; Bruce Berkowitz, DHHS/ACF Boston; Helen Schotanus, NHDOE/Office of Accountability;

**I. Welcome and Introductions.**

Tessa McDonnell welcomed the attending members. The members introduced themselves to the Council.

**II. Approval of July Minutes.**

Suzanne Regan motioned to accept the July Minutes as amended. Rep. Mary Stuart Gile seconded. The membership approved unanimously. The meeting minutes will be sent to Commissioner Stephen each month upon approval by the Council.

**III. Update on Quality Rating System Steering Committee.**

- Tessa McDonnell and Jackie Cowell reviewed the meeting held with Commissioner Stephen and how the committee was formed.
- Anne Mitchell came and presented a PowerPoint to a Network of key stakeholders.
- Tessa McDonnell will forward a timeline and the PowerPoint presentation to members of the CCAC.

**IV. ELNH Fall Conference, 10/15/05- Louise Stoney, Keynote Presenter.**

Jackie Cowell reminded the Council of the ELNH Fall Conference being held on 10/14-10/15/05 at SNHU. The first 50 registered will received the Ladders to Literacy manual for free.

**V. CCAC 5-year Plan- brainstorm development strategies.**

Discussed how to create the next 5 year plan.

- Council identified that diversity is really important and that goals should be stretched, observable and measurable.
- Possibly send out a survey through PTAN for feedback.
- Tessa McDonnell asked for volunteers to be on the planning committee- Jeanne Agri, Lara Quiroga, Jackie Cowell, an R&R rep., Patricia Tilley and Chris Lister.

**VI. Federal Update- Matt Leahy (invited).**

- Matt Leahy was unable to attend the meeting. One more continuing resolution for TANF, Head Start and Child Care which will take us through to the end of December.
- Bruce Berkowitz is in Mississippi for the next 3 months working on Hurricane Katrina rebuilding efforts.

**VII. Legislative Update.**

- Rep. Mary Stuart Gile spoke regarding HB 640, the Parenting Rights and Responsibility Custody Bill. The committee is putting together a document to be shared.
- The House of Representatives is planning a day to focus on Early Childhood. This is an opportunity to share what we know and what we do. It will be held on 11/21/05. The structure is yet to be determined as well as the speakers.

**VIII. Announcements**

- Joe Perry spoke regarding the Infant Mental Health Team Day scheduled for 10/25/05 at the Grappone Center. Joe will be sending Tessa the Annual Report which is broken out by Mental Health region.
- Deirdre O'Hare shared information about attending the Nashua Infant Mental Health Grand rounds.
- Jackie Cowell shared that Business NH Magazine has a report on the economic impact of Child Care in part of the state. The large report is on the Web.
- Carolyn Stiles reported on the meeting to develop a developmental screening project. The next meeting will be on 1/4/06 from 10:00am-12:00pm in the Chapel conference room. Please let Carolyn know if you are interested in attending.
- Tessa McDonnell announced that Sue Foley is the new ECE Tuition Assistance Grant Administrator at Granite State College. Grants for full tuition for infant/toddler courses are available as well as full and half tuition grants for other ECE courses.
- Lara Quiroga reminded the Council of the upcoming Transition Conference on 10/24/05.

**IX. Child Development Bureau Updates.**

Margaret Leitch Copeland reported:

- Introduced Janine Lesser, DFA.

- Introduced Baerbel Wills, Program Specialist III for contract and finance. She will be reporting on state fiscal year '05 reporting in November.
- Update on Market Rate Survey, RFP- due 10/5/05. Will report back to the Council once it has gone to the Governor and Council.
- Nancy Pynchon is the Acting President for CCR&R. She can be reached at 621-3679.
- Letter from Shannon Christian.
- Infant/Toddler Seminar held in August at Waterville Valley was successful. People are taking their first steps into college courses.
- The second Wheelock Masters Cohort begins 9/16/05.

**X. CC Licensing Bureau Updates.**

Wendy Kessler announced that Tracy Pond has joined licensing. She started on 8/29/05. Also, Carolyn Killian began her position on 9/19/05.

**XI. CCAC Annual Meeting/ 40<sup>th</sup> Anniversary Celebration Update.**

Tessa McDonnell is asking for assistance with the names of people who were involved in the earlier years of the Council and tracking them down. Please forward any information to Tessa.

**XII. Conclusion/Adjournment.**

Rep. Mary Stuart Gile motioned to adjourn. Suzanne Regan seconded. The motion was approved unanimously.  
Submitted by Jeanne Agri, Secretary

**New Hampshire Child Care Advisory Council  
October 21, 2005**

**Present:** Tessa McDonnell, GSC/USNH; Margaret Leitch Copeland, DCYF, Child Development Bureau; Jackie Cowell, ELNH; Jeanne Agri, NH Head Start Directors Assoc.; Suzanne Regan, Easter Seals R&R; Kristin Booth, Easter Seals NH; Representative Mary Stuart Gile; Wendy Kessler, DHHS-Child Care Licensing; Brooke Stebbins, DHHS; Lara Quiroga, VNA Child Care & Family Resource Center; Rachel Kelly, CFS; Gale Hall, NHCTC; Nancy Pynchon, Easter Seals R&R Manchester; Carol Michael, Sandwich Children's Center/ELNH; Laura Jackson Gaudette, NHDOE Bureau Nutrition Programs & Services; Christina Ericson, VNA Child Care & Family Resource Center; Debra Bourassa, Four Pines Child Care- Family Child Care; Bruce Berkowitz, DHHS/ACF Boston; Joan Izen, PTAN/SERESC; Ellen Wheatley, DHHS/DCYF Head Start State Collaborator; Julie McConnell, NH Community Loan Fund; Barbara Loughran, Franconia Children's Center

**Regrets:** Bob Spiegelman, Business Representative; Helen Schotanus, NHDOE/Office of Accountability;

**I. Welcome and Introductions.**

Tessa McDonnell welcomed the attending members. The members introduced themselves to the Council.

**II. Approval of September Minutes.**

Suzanne Regan motioned to accept the September minutes as presented. Gale Hall seconded. The membership approved unanimously.

**III. Julie McConnell- Economic impact study and the NH Business article.**

Julie McConnell presented an overview of the Child Care Economic Impact report produced by the Central NH Regional Planning Commission and funded by the NH Community Development Finance Authority and Provident Financial. The study was written by Laura Scott.

- It gives a snapshot of the Child Care industry in one region of the state.
- This led to a cover story in Business NH magazine.
- The full report is available on line.
- CDFA is interested in working on some next steps.
  - Guidance to towns on how to support the CC industry through master plans.
  - List R&R's on Chamber lists
- Rep. Mary Stuart Gile motioned to write a letter of appreciation for the study, resources and commitment to the next steps. Nancy Pynchon seconded. The membership approved unanimously.

**IV. Michael Kalinowski- 2005 Market Rate Survey.**

Michael came to discuss the 4<sup>th</sup> Market Rate survey to be conducted on a Wednesday in mid-November pending approval of Governor and Council. This survey will include questions regarding fees. Goal is to get 90% returned.

Looking to offer incentive to people that return their surveys. Michael will email Margaret and Tessa with the date of the mailing.

**V. Announcements.**

- Kristen Booth shared there will be a NHAEYC membership survey drive on October 26th from 5:45pm-8:00pm at the Lily Garden in Westmoreland.
- Jackie Cowell reported the Providian Child Care Excellence awards will be given out by ELNH on 11/17/05.
- Ellen Wheatley reminded the membership about the Transition Conference being held on 10/24/05 at Waterville Valley.
- Brooke Stebbins announced there is an RFA for one FTE for a health care consultant.
- Jeanne Agri announced Southern NH Services, Inc. Early Head Start program was awarded NAEYC Accreditation.
- Tessa McDonnell shared Granite State Colleges' winter schedule has come out. The course schedule is online [www.granite.edu](http://www.granite.edu). Remind people of the tuition assistance.

**VI. Child Development Bureau Updates.**

Margaret Leitch Copeland reported:

- Nancy Pynchon is the new President for CCR&R and Kristin Booth will be the NFI trainer mentor monitor for CCR&R starting in November.
- Early Learning Guidelines will be released on 11/15/05. Handed out the list of dates and locations. Call local R&R if you intend to attend.
- Margaret handed out the CDB October mailing.
- New school age RFP is on the web.
- Flood Update- some centers have been affected by the floods.
- The Kittery Preschool has been indicted for improper payments.
- Next month's Child Care Advisory meeting will start winter hours. We will begin at 9:30am.

**VII. Update on Quality Rating System Steering Committee.**

- Lengthy discussion around the Licensed plus Models. Reviewed document. Tessa noted changes she will give to Kirsten, the Steering Committee facilitator, to email a revised copy by Monday.
- The committee is asking for feedback, questions and suggestions to be emailed to Kirsten.

**VIII. Legislative Update.**

HB 460- Best Interest of the Child.

- Representative Mary Stuart Gile made a correction to the bill's number - HB 640.
- HB 640 is now an RSA. Questions have been developed to give parents directly. Document will go into final draft.

**IX. Joan Izen- PTAN report.**

Joan Izen shared information that targets children with special needs struggling in their Child Care programs. The goal is to decrease expulsion and decrease turnover. Will continue discussion next month.

**X. CC Licensing Bureau Updates.**

Wendy Kessler reported that there were no updates.

**XII. Conclusion/Adjournment.**

Suzanne Regan motioned to adjourn. Deb Bourassa seconded. The motion was approved unanimously.

**Parking Lot Topics**

- Education and collecting data for cost per child for 5 year planning.
- The Council's role when RFP's go out.
- A parent incentive for choosing licensed plus

Submitted by Jeanne Agri, Secretary

**New Hampshire Child Care Advisory Council  
November 18, 2005**

**Present:** Tessa McDonnell, GSC/USNH; Margaret Leitch Copeland, DCYF, Child Development Bureau; Jackie Cowell, Sandwich Children's Center; Jeanne Agri, NH Head Start Directors Assoc.; Suzanne Regan, Easter Seals R&R; Wendy Kessler, DHHS-Child Care Licensing; Lara Quiroga, VNA Child Care & Family Resource Center; Susan Stacey, NHCTC; Carol Michael, Sandwich Children's Center/ELNH; Laura Jackson Gaudette, NHDOE Bureau Nutrition Programs & Services; Christina Ericson, VNA Child Care & Family Resource Center; Debra Bourassa, Four Pines Child Care- Family Child Care; Bruce Berkowitz, DHHS/ACF Boston; Joan Izen, PTAN/SERESC; Julie McConnell, NH Community Loan Fund; Barbara Loughran, Franconia Children's Center; Lisa Strout, NHAEYC; Chris Lister, City of Nashua; Lisa Ranfos, Easter Seals NH; Bob Spiegelman, Business Representative; Helen Schotanus, NHDOE/Office of Accountability; Baerbel Wills, DHHS, Child Development Bureau; Dagne Clark, DHHS-DCYF; Janine Lesser, DHHS-DFA; Jody Carson, RCA Child Care Services

**Regrets:** Representative Mary Stuart Gile; Nancy Pynchon, Easter Seals R&R Manchester

**I. Welcome and Introductions.**

Tessa McDonnell welcomed the attending members. The members introduced themselves to the Council.

**II. Approval of October Minutes.**

Deb Bourassa motioned to accept the October minutes with the changes discussed. Suzanne Regan seconded. The membership approved unanimously.

**III. Update on Quality Rating System Steering Committee.**

- Tessa McDonnell reported that the Steering Committee received rich and diverse feedback.
- The final draft will be put together next week.
- There will be information for resources supplied along with each of the categories.
- Committee appreciates the great support they have received from Ann Mitchell.
- Determining how to provide incentives and how the funds will be distributed. Eligible reward will only be given to certified centers. Money will go to the neediest families.
- An email will be sent next week from Kirsten, the Steering Committee facilitator.
- The report will be submitted by in early December 2005.

**IV. Federal Update.**

Tessa McDonnell reported that a proposal put forth that includes budget cuts in a variety of social services. Jackie Cowell suggested setting up meetings with Jeb Bradley and Charlie Bass when in DC for the National NAEYC Conference.

Please contact Jackie if you'll be attending are interested in participating in these meetings.

**V. SFY' 05 Financial Report- Baerbel Wills.**

- Baerbel Wills and Dague Clark presented the SFY' 05 Financial Report by PowerPoint. The committee commended Margaret Leitch Copeland and thanked Baerbel and Dagne for their presentation.

**VI. Legislative Update.**

Representative Mary Stuart Gile was unable to attend the meeting. Family and Law committee will meet on November 21, 2005 from 9:00am-3:00pm with 40 legislatures.

**VII. Child Development Bureau Update.**

- Margaret Leitch Copeland distributed the NH Early Learning Guidelines. Resource and Referral will be offering more training. Next step is to have the document created in Spanish.
- Introduction of Kathy Minaert as the Program Specialist Provider Enrollment.
- Transition Conference was well attended.
- The Market Rate Survey went out on November 9, 2005.
- Infant Toddler follow-up day is on December 2, 2005 from 10:00am-5:00pm.

**VIII. Announcements.**

- Bob Spiegelman shared regarding the Henry Morgan award for setting up the career ladder. They will match any money donated. If interested contact Margaret or Bob. Make the check out to NHAEYC.

**VIII. CCAC 40<sup>th</sup> Anniversary Celebration- recollections from years past, planning for the future.**

Maxine Morse attended to share information about her experience with starting the Child Care Advisory Committee.

**IV. Conclusion/Adjournment.**

Joan Izen motioned to adjourn. Jeanne Agri seconded. The motion was approved unanimously.

**Parking Lot Topics**

- Statistical modeling with Michael Kalinowski.

Submitted by Jeanne Agri, Secretary